

407.1

CITY OF KENMORE, WA SINGLE-FAMILY INTERIOR ALT. CHECKLIST



18120 68th Ave NE, Kenmore, WA 98028

425-398-8900

www.kenmorewa.gov

Permit Number:	
Project Number:	
Property Address:	Lot #:
Parcel Number:	

SECTION 1: PROJECT DETAILS

Provide the area, in square feet, of the interior alteration (remodel) work. The area provided in the table below must match the plans provided. In addition to providing the area of work, provide the project valuation. The project valuation must include fair-market labor plus materials. For questions related to this section, contact Permittech@kenmorewa.gov.

Areas, Type	Areas, in Square Feet	ICC BSJ Value
<input type="checkbox"/> Residence		
<input type="checkbox"/> Garage		
<input type="checkbox"/> Deck / Porch / Carport		

SECTION 2: PLUMBING AND MECHANICAL

If your project includes plumbing and/or mechanical work, please complete and submit the associated plumbing and/or mechanical checklists.

Mechanical included in project: Yes No

Plumbing included in project: Yes No

SECTION 3: SUBMITTAL REQUIREMENTS

Enter the total number and type of fixtures located within the single-family residence and/or ADU in the table below.

1. **Permit Application** (form #101)
2. **Owner Authorization** (if applicant is not the property owner)
3. **Construction Plans**
 - A. Complete Floor Plans of Each Floor and Basement with:
 - Wall/partition location and type
 - Door and window size and locations
 - Room/area uses and area
 - Means of egress
 - Location of stairways, ramps, and guards
 - Location of plumbing fixtures and appliances
 - Location of mechanical appliances and equipment
 - Floor plans with existing and proposed work
 - B. Elevations of all sides of the building with:
 - Building height and where the average finished grade strikes the building
 - Exterior materials
 - Doors, windows, and openings
 - C. Building Sections:
 - Through all different portions of the building from the foundation through the roof
 - Detailing all components and materials
 - D. Details of:
 - Flashing and weather barriers
 - Stairway treads, risers, headroom, landings, guards, and handrails
 - Intersections at framing members
 - Control joints
 - E. Structural Plans with:
 - Foundation
 - Floor framing
 - Roof framing
 - Stairways
 - Locations and sizes of columns, posts, beams, and girders
 - Shear walls and diaphragms
 - Manufactured products

SECTION 4: SUPPORTING DOCUMENTS

4. **Plumbing Checklist** (form #410.1)
5. **Mechanical Checklist** (form #411)
6. **Structural Calculations for both gravity and lateral** (if applicable)
Washington State Energy Compliance Form(s). Complete the interactive form online and print (or save to a
7. PDF): <http://www.energy.wsu.edu/BuildingEfficiency/EnergyCode.aspx>
8. **This Checklist**

SECTION 5: NOTES

- This checklist identifies the minimum requirements applicant must submit for the City of Kenmore to accept the application. Should any of the minimum items not be provided, the application will not be accepted by the department. Acceptance does not deem the application complete.
- Sites with septic systems or wells must submit an approved plan from Seattle/King County Public Health prior to permit issuance.
- Applications for which no permit is issued within 18 months will expire.
- Applications may be canceled if an applicant fails to respond to the department's written request within 90 days of the date of the request.
- All plan review fees are due at the time of application (upon receipt of the invoice).
- Projects that include a pre-1978 residence or pre-1978 built child-occupied facility, Washington's Lead Renovation Rule (WAC 365-230-360) requires certification to perform work. For details, contact the Department of Commerce at (360) 586-5323 or lbpinfo@commerce.wa.gov.